

Issue 2

January 2006



SURREY TEACHERS' ASSOCIATION

# TOC NEWS

## Dear Teachers,

**H**appy New Year! The first four months of the 2005/2006 school year have definitely been exciting. Thank you for supporting each other during the Political Protest - or Strike. You walked the picket lines, drove to sites with food and news, worked in the STA office and put your careers on the line for improvements in students' learning conditions and your working conditions. As a result of your commitment TOCs won a number of improvements. First, TOCs will earn \$190/day for assignments from one to three days. This is great news for Surrey TOCs who earn less than the provincial average of \$165/day. Because this does not come into effect until April, don't look for it on your pay cheque yet. As far as it being retroactive and what that would look like, no one is sure about that at this point. The other two gains Surrey TOCs already have: pay on scale after three days in one assignment and accruing seniority while receiving payment on scale. Keep checking the BCTF website for details.

Prior to the winter break there was a regular shortage of fifty TOCs per day. This is fantastic, because you aren't fighting for jobs or wondering if you will even work the next day. The provincial average for TOC work is sixty-six days per year. Between September and December approximately two hundred TOCs received contracts and HR only hired approximately seventy TOCs. Because of Vince Ready's recommendations, many more TOCs will sign contracts in January. If you are being called out contact Debbie Anderson to make sure your profile is correct. If you want to work but have not been called out or have a half day and would like a full day, call Debbie in the morning.

Sincerely,  
Elise Rozander

### *You are invited to attend the following upcoming STA meetings:*

<i>STA Meeting</i>	<i>Wednesday, Jan. 18, 3:30-6:00</i>	<i>District Conference Centre</i>
<i>TOC Meeting</i>	<i>Wednesday, Feb. 8, 4:00-5:45</i>	<i>District Conference Centre</i>
<i>STARA Meeting</i>	<i>Wednesday, Feb. 22, 4:00-6:00</i>	<i>District Conference Centre</i>
<i>TOC Meeting</i>	<i>Wednesday, Apr. 6, 4:00-5:30</i>	<i>District Conference Centre</i>

## TOC COMMITTEE - 2005/2006

**Sue Heuman:** Hi, I've been an adult educator T.O.C. for a little over three years. This is my third year on the TOC Committee. Being involved in the TOC Committee has provided me with a greater understanding and appreciation of what my membership in the STA and BCTF really means.

**Hua-Tai Kao:** (Doris-informal one), born in Taiwan! Mandarin as second language. Major in math, minor in Education; dream to be a millionaire...just kidding! Became a TOC only in Surrey since 2001; still in a learning progress as new immigrant to Canada! Hope to have my own classroom/office in the future. Proud to be a teacher forever!

**Laura Leuterio:** Hi to all!! I have just recently joined the TOC Committee. I felt it was important for me to be aware of the numerous issues that TOCs face and have a say in making decisions and work toward changes. Plus it's a lot of fun. I have been TOCing with Surrey since April. My heart is definitely in primary, although I do TOC in all grades and subjects. I look forward to seeing you at the meetings!!

**Raj Randhawa:** Hello, my name is Raj Randhawa. I decided to join the committee to make positive changes for TOCs and to put on workshops that I hope make our days in the classroom a little bit easier. I have been a TOC for two years and work mainly in elementary schools.

**Robyn Tsuji:** I have been TOCing for about three years and joined the committee to try to stay more connected with other TOCs and the issues we face.

**Rita Kurian**

# TOC Meeting / Workshop

**Wednesday, February 8, 2006  
4:00 to 5:45 pm**

## **CLASSROOM MANAGEMENT**

**District Conference Centre - Room #1  
9260 - 140 Street, Surrey**

**4:00 - Welcome and Food and Prizes**

**4:15 - Classroom Management & the TOC**

Kevin Fadum, V.P., David Brankin

A time to talk about the realities of TOCing: in one day and out the next. Bring your scenarios and crazy situations and find practical ways to do more than just "get through the day."

Share and collect strategies for classroom management when you get your own class.

**5:45 - Adjournment**



**RSVP FirstClass to  
Cindy Tierney, Donna Stewart,  
or Lorna Sheh**

## **BCTF NEW TEACHERS' CONFERENCE**

**March 3 and 4, 2006  
Plaza 500 Hotel  
(12th Avenue and Cambie Street)**

This conference is a professional development opportunity designed for new teachers (those in their first five years of teaching) and for student teachers.

**Contact Ghislaine Varin  
gvarin@bctf.ca or 604-871-1844**

You can apply for TOC funding through the STA to attend this conference. Go to [www.surreyteachers.org](http://www.surreyteachers.org) and click on the TOC link for the professional development funds request form.

### **Important Contact Info:**

Surrey Teachers' Association  
[www.surreyteachers.org](http://www.surreyteachers.org)

B.C. Teachers' Federation  
[www.bctf.ca](http://www.bctf.ca)

Surrey School District  
[www.sd36.bc.ca](http://www.sd36.bc.ca)

CISC Teachers' Centre  
[www.sd36.bc.ca/sites/cisc/Teachercentre.html](http://www.sd36.bc.ca/sites/cisc/Teachercentre.html)

STA Office	604-594-5353
Debbie Anderson (dispatch)	604-599-7446
Kathy Fournier (payroll)	604-599-7449

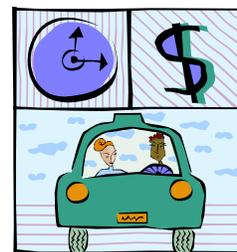


## Some TOC Responsibilities to Remember ~ Robyn Tsuji

- ◆ Check the supervision schedule when signing in at the office.
- ◆ Read the emergency routines and medical information for the individual class. Hopefully, there is also a TOC folder available with classroom routines and other helpful hints.
- ◆ Unless otherwise indicated, try to closely follow the regular teacher's procedures and dayplan.
- ◆ Mark the day's work, especially if it is objective. If it is complex or subjective, leave it for the teacher with a note.
- ◆ Leave the regular teacher a note and let him/her know:
  - \* student absences from the morning and afternoon
  - \* any money or forms collected
  - \* work completed and work that you were not able to cover
  - \* any concerns regarding the students
  - \* names of cooperative students and other praise
- ◆ Unless otherwise noted, make sure a dayplan for the next day is prepared.
- ◆ Try to at least have materials ready for the next morning.
- ◆ It also helps to make sure the boards are clear and the "Shape of the Day" is set up with the next day's date.
- ◆ Leave your telephone number and request number with your note.
- ◆ Leave the room as tidy as you found it.

## TOC Issues

What do you think of having to drop off your resume at individual schools? Are you free in the afternoons to drive around? Have you taken a day off work to deliver resumes? Have you ever shown up on Friday just to find the front doors locked? Do you have a car so that you can even get to the schools? Have you missed delivering a resume because you couldn't get to the school on time? Have you gotten bad feedback because you chose to fax your resume? In some districts TOCs drop off their applications to the district office.



## Teacher Centre at CISC ~ Sue Heuman

Have you heard of the Teacher Centre at CISC? I had heard of it, but it took me about two years to go there. Once I went there was no stopping me from becoming one of their most constant repeat TOCs. Make plans to go one afternoon when you are not teaching (or even after you finish on Thursday when they are open late). Susan and Karen are only too glad to take you on a mini-tour to show you what they have a resources for teachers. Each visit you are entitled to have one of the instructional booklets for free, (most of them are very modestly priced - from a few dollars). There's always something new to see. Make plans to visit your Teacher Centre at CISC:

- ◆ Computer work stations for inservice/training, on-line IRPs, the Internet, and to preview new resources
- ◆ Identification, evaluation and selection of appropriate learning resources
- ◆ Professional and staff development opportunities
- ◆ Maintain current Grade Collection displays for curricular areas (text and multimedia)
- ◆ Services:
  - \* Use the computers/scanner/printers
  - \* Browse the District and Ministry Recommended Resources on display in curriculum areas
  - \* Preview software and videos
  - \* Review the Grade Collections Teaching units (instructional booklets)
  - \* Teaching units (instructional booklets)
  - \* Die cutting - no appointments required, just bring your own paper
  - \* Laminating
    - appointments required
    - booked in 15 minute increments
    - your first 10 minutes are free then \$1.20/metre after that (For Surrey Teachers and TOCs)

### Susan Evans

Phone: 604-592-4211

Email: evans\_s@fc.sd36.bc.ca

### Karen Riel (.5) T/W/Th

Phone: 604-592-4210

Email: riel\_k@fc.sd36.bc.ca

### Regular Hours of Operation

Mon/Tues/Wed/Fri 9:00-5:00

Thurs 9:00-7:00

### Address:

7532 - 134A Street

Surrey, B.C. V3W 7J1

## What are Your Rights as a TOC?

~ Raj Randawa

Do you know what your rights are as a Teacher-On-Call? Here are just a few of them to keep in mind:

### Policies

*The functions of a teacher on call should be the same as those of the teacher for whom he/she is substituting (49.03).*

- This includes receiving the teachers' prep time and performing their supervision duties.

*That a teacher on call, upon callout and/or upon arrival at the work site, be given a specific briefing by the employer on all occupational health and safety risks presented by the assignment (49.13).* - You should be aware of the proper fire and earthquake procedures, as well as any children in your class with medical problems. If there is not a TOC book in the classroom with this information, it is sometimes posted in the staffroom.

*That the BCTF locals be encouraged to seek elimination of the practice of contract teachers calling out, selecting, or expressing a preference for particular TOCs to fill a teacher absence (49.19).* - This policy is in effect because it could be seen to give some TOCs an advantage over other TOCs, which is not fair.

### Procedures

*That locals be encouraged to make provisions for teachers on call to participate in local association activities, particularly in in-service education activities (49.04)*

*That teachers on call who are members of the local should have access to all other in-service programs on the same basis as other members (49.06).* - As TOCs, we have the right to attend the same workshops as contract teachers. For more information about attending workshops, check First Class or talk to a school principal.

*That each school staff should be responsible for providing teachers on call with a practical written guide outlining the routine and emergency procedures followed at that school (49.08).* - This is usually found in the TOC file in the classrooms. The emergency procedures are also usually posted close to the emergency exit door in the classroom.

*That each school staff should ensure that teachers on call are made to feel that they are welcome additions to the teaching staff (49.12).* - As TOCs, we are part of the teaching staff of the school we happen to be at. A great way to get to know teachers and administrators is to go to the staffroom at lunch and recess.

All policies and procedure were taken from the Members' Guide to the BCTF. For more information check the BCTF website or contact your local union rep.

### Remember that there are many ways TOCs can stay informed

TOC Hotline 604-592-8396

TOC Website [ww.surreyteachers.org](http://ww.surreyteachers.org)

TOC Newsletter - mailed to TOCs (see website for past issues)

TOC Bulletin Boards in staffrooms

TOC Listserv - virtual staffroom for TOCs

(to register, e-mail Elise at [rozander\\_e@fc.sd36.bc.ca](mailto:rozander_e@fc.sd36.bc.ca) with e-mail address, employee number and full name)



### Teachers Pension Plan ~ Sue Heuman

Some of you may have noticed a new deduction from your pay. ALL BCTF members are now required to become members of the Teachers' Pension Plan. (If you are a member of the Municipal Pension Plan, there are some exceptions to transferring to the Teachers Pension Plan - call the STA office for more information) Some of you may have opted out of the pension plan when you joined the School District, but you don't have that choice any longer. The following is from the BCTF Web Site - Teachers' Pension Plan:

*"To fund the plan, both you as a plan member and your employer make regular contributions based on earned salary. As a member of the Teachers' Pension Plan, you contribute both to this plan and to the Canada Pension Plan (CPP) through automatic deductions from your salary. How much these contributions are depends on the year's maximum pensionable earnings (YMPE), a salary limit set each year by the federal government.*

*Employee contribution rates are currently set at:  
7.0% of your salary up to and including the YMPE  
8.5% of your salary above the YMPE."*

For more information go to the BCTF pension web site: [www.pensionsbc.ca](http://www.pensionsbc.ca)  
Also, please feel free to call the STA for more information.